

**PERSON SPECIFICATION**  
**Maintenance Joiner**  
**Vacancy Ref: N1864**

Criteria	Essential/ Desirable	Application Form / Supporting Statements/ Interview *
City & Guilds Advanced Craft in Carpentry & Joinery or modern equivalent.	Essential	Application Form
Time Served Apprenticeship	Essential	Application Form, Supporting Statements/ Interview
A working knowledge of Health & Safety	Essential	Application Form, Supporting Statements/ Interview
Experience in working in a customer based environment, with excellent customer service skills	Essential	Application Form, Supporting Statements/ Interview
Ability and willingness to respond quickly to requests for work in an emergency	Essential	Application Form, Supporting Statements/ Interview
Ability to work as part of a team or alone	Essential	Application Form, Supporting Statements/ Interview
Able to work as part as a shift rota pattern covering twenty four hours	Essential	Interview
A willingness to participate in and use, the introduction of new technology	Essential	Application Form, Supporting Statements/ Interview
High level of accuracy and attention to detail	Essential	Application Form, Supporting Statements/ Interview
Ability to manage & prioritise workload to meet deadlines	Essential	Application Form, Supporting Statements/ Interview
Current manual handling and first aid certificates	Desirable	Application Form
Commitment to undergo further training through operational requirements and personal staff development	Desirable	Supporting Statements/ Interview

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- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.

- **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.